

**MEETING MINUTES
BOARD OF NURSING HOME ADMINISTRATION**

October 19, 2021

1. ROLL CALL

The meeting of the Board of Nursing Home Administration was called to order by Amy Fish, Vice Chairperson, at 1:02 p.m. in 5A, Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska. In accordance with § 84-1411 of the Nebraska Open Meetings Act, copies of the agenda were 1) mailed to the Board members and other interested parties, and 2) posted on the DHHS web site at <https://dhhs.ne.gov/licensure/Pages/Agendas-and-Minutes.aspx> and on the bulletin board in the Licensure Unit Lobby on 10.15.2021.

The following members answered roll call:

Members Present(6):

Shannon Buckminster, Member (on phone)
David Deemer, Member (on phone)
Amy Fish, Vice Chairperson (on phone)
Natalie Manley, MD, Member (on phone)
Theresa Parker, Secretary (on phone)
Debra Sutton, Member (on phone)

Members Absent (3):

Linda Bryant, Member
Matthew Matusiak, Member
Alexander Willford, Chairperson

Others Present (3):

Kris Chiles, Program Manager, Licensure Unit
Carrie Oldehoeft, Health Licensing Coordinator, Licensure Unit
Natalee Hart, Assistant Attorney General

2. ADOPTION OF AGENDA

MOTION: Sutton moved, seconded by Parker, to adopt the agenda. A roll call vote was taken. Voting aye: Buckminster, Deemer, Fish, Manley, Parker, Sutton, (6). Voting nay: none (0). Absent: Bryant, Matusiak, Willford (3). Motion Carried.

Introduction of new member David Deemer.

1:11 p.m. Bryant entered the meeting via phone

3. APPROVAL OF MINUTES (10.20.2020)

MOTION: Buckminster moved, seconded by Manley, to adopt the agenda. A roll call vote was taken. Voting aye: Bryant, Buckminster, Deemer, Fish, Manley, Parker, Sutton, (7). Voting nay: none (0). Absent: Matusiak, Willford (2). Motion Carried.

**4. INVESTIGATIVE REPORTS & OTHER CONFIDENTIAL INFORMATION
CLOSED SESSION**

No applications reviewed.

**5. APPLICATION REVIEW, RECOMMENDATION AND REPORT OUT ON MAIL BALLOTS
OPEN SESSION**

No applications reviewed.

6. NEW BUSINESS, REPORTS AND UPDATES

- a. LANCE: Chiles reported that the Licensure Unit is moving to an internet based licensing system starting late 2021 and implementation ending 2022 called **LANCE** (Nebraska Licensing and Certification Environment).

LANCE will provide 24/7/365 access to real time license-related data, and provide licensees and applicants access to online services such as: application submission, uploading documents, renewal and reinstatement submissions, receiving automatic notifications of upcoming events and application status, updating contact information, and paying fees by credit/debit card or ACH through a PC, tablet, or phone.

An email address is required for licensees and applicants to utilize the on-line services in **LANCE** and to obtain important licensing information via automated notifications. Licensees will be receiving a postcard in the near future asking licensees to update demographics if out-dated.

- b. Executive Order 21-12 and Directed Health Measures
<https://dhhs.ne.gov/licensure/Pages/Nursing-Home-Administrator.aspx>
Chiles on August 26, 2021, Nebraska Governor Pete Ricketts issued Executive Order 21-12 (expiring December 31, 2021), which provides waivers of specific statutes and applicable regulations due to a hospital capacity emergency.

Following highlights a few of the waivers:

1. Suspends the Continuing Competency/Continuing Education requirements for renewal for the several license types, including mental health practice related.
2. If exam's are limited in availability, credentials could be issued on a Provisional full credential, with proof they have applied for an exam.
3. Supervision can be done via the phone.

Executive Order 21-15

<https://dhhs.ne.gov/licensure/Pages/Nursing-Home-Administrator.aspx>
Chiles reported that on October 13, 2021 Nebraska Governor Pete Ricketts issued Executive Order 21-15 (expiring December 31, 2021), which further provides waivers of specific statutes and application regulations due to a hospital capacity emergency.

1. This is a time sensitive Executive Order, the order has an end date of December 31, 2021.
2. Allows for nursing home administrators who are properly and lawfully licensed to engage in the profession in a U.S. state or territory to work in Nebraska so long as they are in good standing and free from discipline
3. Allows for temporarily reinstatement upon submission of a completed application without being subject to continuing competency requirements.
4. Suspends the Continuing Competency/Continuing Education requirements for renewal/reinstatement
5. If exam's are limited in availability, credentials could be issued on a Provisional full credential, with proof they have applied for an exam.
6. The Executive Order doesn't pertain to the current Provisional credential.
7. Supervision can be done via the phone
8. Direct client contact is deferred during this time period.

- c. National Association of Long Term Care Administrator Boards (NAB) – Fish reported, she will not be able to attend the annual meeting California that is scheduled; however Parker will be attending.
- d. LeadingAge Nebraska - Sutton, reported there is a new CEO, Kristin Reed. The national conferment is scheduled for the week of October 25, she knows they will be discussing and proposing regulations regarding cost of staffing from agency, NEHCA/NHA agency concerns regarding the staffing crisis

- e. Nebraska Health Care Association – Buckminster, regarding there is a new CEO Jaylen Carpenter as of November 10, 2021. No additional updated, as she was unable to attend the last meeting.
- f. Reports - Disciplinary and Non-Disciplinary Actions Taken/Statistics

8. Meeting dates for 2022

Schedule 2022 meetings: the following dates were agreed to: January 18, April 19, July 19, and October 18

The upcoming meeting is scheduled for 1.18.2022. No further information presented and the Chair declared the meeting adjourned at 1:44 p.m.

Theresa Parker, Secretary
Board of Nursing Home Administration

Summarized by: Carrie Oldehoeft, Health Licensing Coordinator, Licensure Unit